

PORT OF THE DALLES COMMISSION
Regular Meeting Minutes
February 10, 2010
Port of The Dalles Office

The Regular Meeting of the Port Commissioners was called to order by President Mike Courtney at 7:00PM.

ROLL CALL

Present: Mike Courtney, Bob McFadden, Kristi McCavic, Rod Runyon

Staff: Andrea Klaas, Executive Director; Kathy Norton, Assistant to the Executive Director; Angie Wilson, Bookkeeper; Bill Dick, Port Attorney; Nora Donovan, RARE Participant

Guests: Mike Zingg, Scott Mengis, Jerry Fraser

Nora Donovan led the Pledge of Allegiance.

AGENDA CORRECTIONS or ADDITIONS

None at this time

PORT CALENDAR/EVENTS

Andrea Klaas reviewed the January and February 2010 calendars.

INTRODUCTIONS

None

VISITOR'S BUSINESS

Mike Zingg thanked the Port Commission and staff for working with Homeshield to reach a resolution to the job credit issues. Mike also updated the Commission on the status of the new building on Klindt Dr.

MEETING MINUTES

Commissioner Courtney asked that the January 13, 2010 Regular Meeting minutes and the Workshop Minutes be corrected to reflect that Commissioner Farnier arrived late but was present at the meeting.

MOTION: Commissioner McFadden made a motion to approve the January 13, 2010 Regular Meeting minutes and the Workshop minutes as corrected. Second by Commissioner McCavic. Motion passed unanimously.

FINANCIALS

Andrea Klaas and Angie Wilson reviewed the January 2010 financials.

- The OIB Loan with MCEDD was paid off in January in the amount of \$66,627.82
- Crestline Construction loan CCC#4 has been refinanced.

Staff was directed to schedule the 2008/09 Audit Presentation meeting with the Auditor.

STAFF REPORT

1. *Monthly Highlights* – Andrea Klaas: *Appraisal Services*-Andrea contacted two appraisal firms in Portland for information on services and costs. One firm responded. Bill Dick recommended getting at least one more response. *Business Incentives*-Discussion on the pros and cons of offering incentives to new businesses. Nora Donovan will research other community SDC's. Then a meeting with the City will be scheduled to discuss a plan regarding business incentives.
2. *RARE Update* – Nora Donovan updated the Commission on her activities for the past month. She is on track to finish the website update by the end of February. Nora also reported that the Maupin delegation is interested in starting a dialogue again regarding a Certified Industrial Site Program for their area.
3. *Marina Update* – Kathy Norton updated the Commission on activities and issues at the Marina. The Port has received unofficial approval for the \$3,000.00 SDAO Safety & Security Grant. The funds will be used to add additional floats to the main dock under the new fire system and to replace damaged curbing in the parking

lot. The leaks in the water system have been repaired and the water is back on. Discussion on redesigning the security gates to try to fix the lock issues or research a new locking system. Staff was directed to research a new locking system.

4.Reports of Committees:

- a.*Urban Renewal*- Commissioner Farner – absent
- b.*Chamber of Commerce* – Commissioner McFadden –nothing new to report
- c.*Wasco EDC* – Andrea Klaas – Annual meeting to prioritize projects is scheduled for February 18, 2010.
- d.***Addition to Agenda:* Andrea Klaas reported on the activities of the Outreach team as they prepare for their March trip to Washington DC.

INTO EXECUTIVE SESSION 7:40PM

EXECUTIVE SESSION *(as allowed by ORS 192.660 (2) (e) (f) (h)) this may include discussion of real property transactions and privileged legal communication.*

*8:15pm Angie Wilson left meeting.

Back to Regular Session 9:07PM

**Addition to Agenda – Action required from Executive Session Discussion

MOTION: Commissioner McFadden made a motion to authorize the Executive Director to sign a Subordination of Trust for the benefit of Crates Point Development as Center Pointe Community Bank will be loaning Crates Point Development construction funds for the DHS building. Second by Commissioner McCavic, Motion passed unanimously.

COMMISSION CALL

- 1. President: nothing
- 2. Commissioner McCavic reported the SDAO Conference was very good.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE PORT COMMISSION, the meeting adjourned at 9:03PM.

PORT OF THE DALLES:

ATTEST:

D.M. Courtney, President
Board of Commissioners

Rod Runyon, Secretary
Board of Commissioners

DATE APPROVED: 04/14/10

Prepared by: K. Norton